

If You Are Diagnosed with COVID-19 or Concerned About Your Symptoms

Under a Government of Japan Cabinet Order designating the COVID-19 infection as a Designated Infectious Disease, the *School Health and Safety Act* recognizes it as a Class I Infectious Disease. HU has set a policy on attendance in emergency situations below as preventing infections and their spread should be a priority in educational settings.

1. If you have tested positive for or experienced symptoms of COVID-19

(1) Mandatory leave of absence

Under the provisions of Article 19 of the *School Health and Safety Act*, HU places the student who tests positive for COVID-19 or who has any of the following symptoms on a university-mandated leave of absence.

We ask that you (the student) self-isolate and not come to campus. The mandatory leave must be taken if*:

- 1) You have been diagnosed with COVID-19 infection at a medical institution;
- 2) You have any of the severe symptoms such as breathlessness/difficulty breathing, extreme tiredness/fatigue or a high temperature (fever);
- 3) You are in a high-risk group with underlying health problems†, and have mild symptoms of cold including fever and cough;
- 4) None of the above applies but you have been experiencing mild symptoms of cold including fever and cough for four days or more, or you have been taking fever reducers/antipyretics.

* Ministry of Health, Labour and Welfare "Sodan/jushin no meyasu (Guidance for seeking medical advice)"
https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000121431_00094.html (in Japanese)

† The elderly, patients with diabetes/heart failure/respiratory diseases incl. COPD, dialysis patients and immunosuppressant or cancer drug users.

(2) Period of leave of absence

1) When you fall into 1- (1)-1) above (diagnosed with COVID-19):

As provided in Article 19, paragraph 1 of the *Ordinance of Enforcement of the School Health and Safety Act*, the period of the mandatory leave of absence is "until a full recovery is achieved". When returning to HU, the student who was on said leave must hand in a doctor's certificate to the Academic Affairs Office of his/her school to prove that he/she has fully recovered from COVID-19 and poses no infection threat to the others.

2) When you fall into any of 1-(1)-2), 1-(1)-3) or 1- (1)-4) above (showing COVID-19 symptoms):

Seek advice from the local public health department ("hoken-jo") by phone. They will advise you of which medical institution you should visit. If you test positive for COVID-19, the period of the mandatory leave of absence is "until a full recovery is achieved". If you test negative, or are under public health observation, self-isolate until all symptoms resolve.

(3) Missed classes

You will not be disadvantaged in any way when being placed on a university-mandated leave of absence. Alternative options (e.g. writing assignment, makeup exam) will be arranged for the missed classes. Upon full recovery and return to HU, ask the academic staff who are in charge of classes for further advice.

※ Depend on your health condition, you will attend online classes even during the period of mandatory leave of absence.

(4) Requirements when you have a confirmed case (tested positive) or symptoms of COVID-19

If you fall into any of 1-1) through 1-4) listed above, regardless of being a confirmed case or not, you must contact the Academic Affairs Office of your school by phone or email (DO NOT come to the campus) and provide below details. It is highly important that the COVID-19 affected patients and those unconfirmed share their information with us to safeguard HU community from the threat of the virus and stop possible secondary and further

infections.

- 1) The date you were diagnosed with COVID-19
- 2) Where you were diagnosed (name and location of medical center etc.)
- 3) Your current health
- 4) The date when a fever and/or respiratory symptoms such as cough started
- 5) History of travel abroad within 1 month before the diagnosis (if having been abroad, provide the name of the country & city stayed and the period of stay)
- 6) People in the HU community (university students and staff) whom you have had contact with since 2 days before the disease onset, plus the dates and names of the classes you attended during the same period
- 7) Your doctor's outlook based on the diagnosis you are given

2. If you have had close contact with a COVID-19 case

(1) Close contacts of a confirmed case

We ask that you (the student) stay home and not come to campus if:

- 1) You are assessed as a close contact[†] in an active epidemiological investigation run by the local public health department under the provisions of Article 15 of the *Act on the Prevention of Infectious Diseases and Medical Care for Patients with Infectious diseases* (Act No. 114 of 1998); or
- 2) You are assessed as a person contacted with COVID-19 positive patients by COVID-19 Contact-Confirming Application (COCOA; produced by Ministry of Health, Labor and Welfare, Japan).

(2) Mandatory leave of absence

Under the provisions of Article 19 of the *School Health and Safety Act*, HU places the student who falls into the above 2-(1) on a university-mandated leave of absence.

(3) Period of leave of absence

- 1) When you fall into 2-(1)-1) above, the period of the mandatory leave of absence is 14 days from the one day after the last date of close contact with a known COVID-19 patient. It is however subject to extension depending on the person-on-leave's physical health and whether symptoms are present.

2) 1) When you fall into 2-(1)-2) above, the period of the mandatory leave of absence is 14 days from the one day after the last date of close contact with COVID-19 positive patients by the COCOA.

It is however subject to the all following, the period of the mandatory leave of absence is until the day when you are confirmed as negative of COVID-19 by PCR testing.

- i) You don't have any symptoms as described in above 1-(1)-2) or 1- (1)-4).
- ii) Among people concerned with you (e.g. your family, friends and other people who closed to you), there is no person assessed as positive of COVID-19 or having symptoms of COVID-19 referring to 1-(1)-2) or 1- (1)-4 for 14 days from the last day of close contact with COVID-19 positive patients by the COCOA.
- iii) You take PCR testing and the result of the testing is as negative.

4. Missed classes

You will not be disadvantaged in any way when being placed on a university-mandated leave of absence. Alternative options (e.g. writing assignment, makeup exam) will be arranged for the missed classes. Upon full recovery and return to HU, ask the academic staff who are in charge of classes for further advice.

※ Depend on your health condition, you will attend online classes even during the period of mandatory leave of absence.

5. Requirements during the leave of absence

During the mandatory stay-home period, you should keep an eye on your general health and take temperature every morning and evening. If you have a fever, any respiratory symptoms or fatigue, phone up the local public health department helpline below† for instructions first (do not visit a doctor or hospital before instructions are given), then phone/email the Academic Affairs Office of your school.

†"Close contact" as a person is who:

- 1) Shares residence, or stays in an enclosed area for long hours (incl. vehicles and aircrafts), with a patient with confirmed COVID-19;
- 2) Performs medical examination for, or provides care or nursing care to, a patient with confirmed COVID-19 when not equipped with bio-protective suits and gear;
- 3) Is believed to have come in direct [skin] contact with the respiratory secretion or body fluid of a patient with confirmed COVID-19 ; or
- 4) Stays with a patient with confirmed COVID-19 within arm's reach (approx. 1 meter) for 15 minutes or longer without any preventive measures taken. The degree of close contact of each case shall be respectively determined in terms of the physical setting and circumstance where the close contact

occurred.

〒City of Sapporo Public Health Department "Kyukyu Anshin Center Sapporo"

Phone 011-272-7119

Lines open 24/7 & 365 days a year; available in English, Chinese, Korean, Thai, Malay and Russian

3. Requiring mandatory leave of absence besides the reasons of above 1 and 2.

Besides of above reasons 1 ("you have tested positive for or experienced symptoms of COVID-19") and 2 ("you have had close contact with a COVID-19 case"), HU will require mandatory leave of absence for some period in order to prevent COVID-19 infection.

(1) Missed classes

You will not be disadvantaged in any way when being placed on a university-mandated leave of absence. Alternative options (e.g. writing assignment, makeup exam) will be arranged for the missed classes. Upon return to HU, ask the academic staff who are in charge of classes for further advice.

※ Depend on your health condition, you will attend online classes even during the period of mandatory leave of absence.

(2) Requirements during the leave of absence

During the mandatory stay-home period, you should keep an eye on your general health and take temperature every morning and evening. If you have a fever, any respiratory symptoms or fatigue, phone up the local public health department helpline above 〒 for instructions first (do not visit a doctor or hospital before instructions are given), then phone/email the Academic Affairs Office of your school.